



**Interlocal Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 13
AGENDA DATE: Thu 07/28/2005
PAGE: 1 of 2**

SUBJECT: Approve a resolution authorizing negotiation and execution of an interlocal agreement with Texas Commission on Environmental Quality (TCEQ) for Federal Environmental Protection Agency (EPA) Mobile Source Outreach Assistance funding for a Parking Benefit District project with the City of Austin matching funds in an amount not to exceed \$28,850.

AMOUNT & SOURCE OF FUNDING: Total Project cost is \$72,125. Grant funding of \$43,275 is provided through EPA Mobile Source Outreach Assistance Funding administered by TCEQ. City's match of \$28,850 in in-kind services is available in the Fiscal Year 2004-2005 Operating Budget of the Neighborhood Planning and Zoning Department. Funding for the second and any subsequent grant years is contingent upon available funding in future budgets.

FISCAL NOTE: N/A

REQUESTING Neighborhood Planning **DIRECTOR'S**
DEPARTMENT: and Zoning **AUTHORIZATION:** Alice Glasco

FOR MORE INFORMATION CONTACT: Katie Larsen, 974-6413; Sylvia Arzola, 974-6448

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

MBE / WBE: N/A

The Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) have awarded Mobile Source Outreach Assistance funds to the City of Austin in an amount not to exceed \$43,275 to establish a Parking Benefit District (PBD) program. The PBD program simultaneously addresses daytime spillover parking problems in neighborhoods and air quality by using parking meters/stations in innovative ways. The PBD program uses parking meters/pay stations to inform drivers of alternative transportation options, reduce spillover parking by charging for on-street parking, and generate revenue to make transportation-related improvements in neighborhoods. The goal of the program is to improve the quality of life in a neighborhood affected by spillover parking and to improve air quality by encouraging drivers to explore alternative ways to reach a destination.

Under this program, interested neighborhoods with daytime spillover parking problems submit an application for a Parking Benefit District. The application process will be similar to that for the Residential Permit Parking program. City staff will review the applications and select 1-2 neighborhoods using criteria that consider spillover parking demand and meter revenue potential. Parking meters or pay stations will be established in areas approved by the selected neighborhood, and the revenue will be used to fund alternative transportation improvements in the neighborhood, such as sidewalks, ADA ramps, bike lanes and street trees. Spillover parking is reduced in the neighborhood by charging for on-street parking, and by an education component targeted towards the drivers parking in the neighborhood.



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Messages on the meters will provide information to the drivers on the different alternative transportation options available in the area.

The total estimated project cost is \$72,125 over 12 months (August 2005- August 2006). The EPA funds administered by TCEQ will provide \$43,275 and the City of Austin will provide the remaining \$28,850 in in-kind matching funds. The EPA grant funds will cover the cost of new parking meters or pay stations and their installation, signs, notices to neighborhoods and education materials. The City's contribution is in-kind staff time and miscellaneous office supplies.

The measures of the Parking Benefit District program's success include both quantitative measures that can be converted to an estimate of reduced mobile emissions and qualitative measures that provide a sense of the influence the promotional campaign had on transportation choice decision-making. The measures require a pre-program and one year measurement. Within the time frame of the grant program, the measures of program success include the following:

- Change in spillover parking demand. A reduction in number of cars parked within residential neighborhood.
- Change in use of destination parking lots. A reduction in number of cars parked in parking lots in destination area.
- Change in modal split to destination. An increase in alternative transportation modes to destination.
- Change in vehicles miles traveled (VMT). A decrease in VMT.
- Perception of impact on customer base. This would be measured by the perceptions of the destinations and their customers located near the PBD. Though difficult to correlate with the PBD because of outside variables such as general economic conditions, business management decisions, etc, this measure would tell us if the efforts to promote alternative transportation were considered a factor in destination area's economic success.
- Resident Satisfaction with Program.
- Business Destination Satisfaction with Program.
- Movement of Spillover. This would be determined by observing the areas beyond the PBD that do not have meters. A successful PBD and promotional program will minimize or prevent the spread of spillover parking "deeper" into the neighborhood.

RESOLUTION NO.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

The City Manager is authorized to negotiate and execute an interlocal agreement with the Texas Commission on Environmental Quality (TCEQ) for Federal Environmental Protection Agency (EPA) Mobile Source Outreach Assistance funding for a Parking Benefit District project with the City of Austin matching funds not to exceed \$35,305.00.

ADOPTED: _____, 2005

ATTEST: _____

Shirley A. Brown
City Clerk

RESOLUTION NO.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

The City Manager is authorized to negotiate and execute an interlocal agreement with the Texas Commission on Environmental Quality (TCEQ) for Federal Environmental Protection Agency (EPA) Mobile Source Outreach Assistance funding for a Parking Benefit District project with the City of Austin matching funds not to exceed \$28,850.00.

ADOPTED: _____, 2005

ATTEST: _____
Shirley A. Brown
City Clerk

THE STATE OF TEXAS
COUNTY OF TRAVIS

**AGREEMENT
INTERAGENCY/INTERLOCAL
CATEGORY I**

Parking Benefits District in Austin Program
Name of Project

THIS AGREEMENT is entered into by and between:

the **Texas Commission on Environmental Quality**, an agency of the State of Texas (hereinafter TCEQ), and

City of Austin, an agency or political subdivision of the State of Texas (hereinafter **PERFORMING PARTY**),

pursuant to the authority granted and in compliance with applicable provisions of the Intergovernmental Cooperation Act, TEX. GOV'T. CODE ch. 771 and Intergovernmental Cooperation Act, TEX. GOV'T CODE ch. 791.

TCEQ and PERFORMING PARTY, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1. WORK

See attached Scope of Work for the Parking Benefits District in Austin program.

ARTICLE 2. PRICING AND PAYMENT

See attached Contract Costs Budget (for payment based on reimbursement of actual costs) or Schedule of Fixed Rates (for payment at fixed rates based on the nearest practicable estimate of actual costs).

ARTICLE 3. MAXIMUM AMOUNT OF CONTRACT

The total amount of this Contract shall not exceed

Seventy-Two Thousand One-Hundred Twenty-Five Dollars \$72,125.00
(Written amount) (\$numerical amount)

unless this Contract is amended in writing. It is expressly understood and agreed by the parties here to that the performance on the part of the TCEQ of its obligations hereunder is contingent upon and subject to actual receipt by the TCEQ of sufficient and adequate funds from the sources contemplated by this Contract.

State and Federal Funding

The total cost of this project is \$72,125. This amount is composed of \$43,275 federal grant (60%) funding provided by TCEQ with a City of Austin matching share of \$28,850 (40%).

ARTICLE 4. TERM OF CONTRACT

This Contract shall begin on the last date of signature by the parties, 2005 and shall terminate on full performance, which is due on August 31, 2008, unless terminated early or extended in accordance with the terms of the Contract. This Contract may be renewed for up to a one (1), one-year period by formal amendment which is approved by both parties. Performing Party may also request a time extension of no more than ninety-days (90) beyond the expiration date by written approval of TCEQ.

ARTICLE 5. CERTIFICATIONS

1. THE UNDERSIGNED CONTRACTING PARTIES do hereby certify that (1) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the parties, (2) the proposed arrangements serve the interest of efficient and economical administration of State Government, and (3) the services, supplies or materials contracted for are not required by Section 21 of Article 16 of the Constitution of Texas to be supplied under contract given to the lowest responsible bidder.

2. The TCEQ further certifies that it has the authority to contract for the above services by authority granted in the Current Appropriations Act, and TEX. WATER CODE § 5.229.

3. PERFORMING PARTY further certifies that it has authority to perform the services contracted for herein.

ARTICLE 6. CONTRACT DOCUMENTS

The Contract Documents which comprise the entire Contract between TCEQ and PERFORMING PARTY concerning the Work consist of the following:

- 1. Scope of Work
- 2. Project Representatives / Records Location
- 3. additional exhibit listed _____

4. One of the following (whichever is checked):
 Contracts Costs Budget
 or Schedule of Fixed Rates
 (If neither is checked, or both are checked, this Contract is void)

5. General Conditions

6. One of the following (whichever is checked):
 Federal Conditions
 or DELIBERATELY OMITTED (Federal Conditions are not incorporated into this Contract)
 (If neither is checked, or both are checked, this Contract is void)

There are no Contract Documents other than those listed above in this Article. The Contract Documents may be amended, modified or supplemented only as provided in the General Conditions.

The undersigned bind themselves to the faithful performance of this Contract:

TCEQ:

PERFORMING PARTY:

Texas Commission
on Environmental Quality

City of Austin

By:
Authorized Signature

By:
Authorized Signature

Candy Garrett
Printed Name

Printed Name

Director, Air Quality Planning &
Implementation Division
Title

Title

Date: _____

Date: _____

**SCOPE OF WORK
PARKING BENEFITS DISTRICT GRANT**

PROGRAM ELEMENT: Mobile Source Outreach

The Mobile Source Outreach Program has three major programs. These programs are Neighborhood Education and Solicitation, Neighborhood Selection and Consultation, and Implementation of the Parking District Program. Total Program Element Cost - \$72,125.

OBJECTIVE 1: The purpose of these programs is to discourage automobile use to destinations, promote and increase use of alternative transportation options, and to generate a funding source for neighborhood improvements that support non-automobile forms of transportation such as bike lanes, sidewalks and street trees beginning March 31, 2005 through August 31, 2006 at a cost not to exceed \$72,125.

**Activity 1.1 Contract Administration
Contract Activity 1**

Task 1 The TCEQ Technical Analysis Division (TAD) is responsible for the overall administrative activities associated with this grant. The TAD will develop and monitor the contract with the City of Austin and fulfill all administrative functions of the cooperative agreement with the U.S. Environmental Protection Agency (EPA). This task will be completed on or before the end of the grant project period of August 31, 2006.

Deliverables: Quarterly reports and a final report will be provided to the EPA.

**Activity 1.2 Neighborhood Education and Solicitation
Contract Activity 2**

The City of Austin will be responsible for implementing all tasks and activities associated with the promotion of the Parking Benefit District Program. Emphasis will be on insuring that the neighborhoods that are selected are supportive of the program. The City of Austin will ask that interested neighborhoods apply for inclusion in the program.

Task 1 The City of Austin will educate neighborhoods about the concept and purpose of the Parking Benefit Districts and how they can benefit. Staff will focus attention on neighborhoods with known spillover parking problems. Staff will present to other neighborhoods if requested. Destination businesses will be invited to the presentations.

Task 2 The City of Austin will provide announcements about the new program and requests for applications will be made via newspaper, website, email, radio and the At Your Doorstep City newsletter that is sent to neighborhood associations. The request for applications will also be announced on door hang tags distributed in neighborhoods with known spillover parking problems. The application period will last approximately one month.

Task 3 The City of Austin will, prior to and during the time City staff present the program to neighborhoods, develop selection criteria and begin brainstorming branding and marketing ideas for the campaign to promote alternatives to driving. Selection criteria will be written to give preferences to neighborhoods with spillover parking problems and neighborhood alternative transportation-related improvement needs.

Timeline March 31, 2005 - June 30, 2005

- Deliverables** Presentation materials for neighborhoods and destination businesses
1. Posters
 2. MS Powerpoint presentation
 3. Neighborhood selection criteria
 4. Radio announcements, newsletter articles, program website design
 5. Neighborhood application form

Activity 1.3 Neighborhood Selection and Consultation
Contract Activity 3

Task 1 The City of Austin staff following the application period, will review the applications and choose one to two neighborhoods to establish Parking Benefit Districts.

Task 2 The City of Austin staff will meet with the selected neighborhoods and the destination businesses to discuss the location of meters /pay stations and to identify the available alternative transportation options and the various, appropriate avenues to promote them.

Task 3 The City of Austin will mail notices to property owners and tenants within and around the proposed Parking Benefit District.

Timeline June 30, 2005 - October 31, 2005

- Deliverables**
1. Example of notices

- 2. Pre-program Evaluation Report
 - Explanation of neighborhoods chosen
 - Explanation of proposed promotion campaign
 - Initial measurements

Activity 1.4 Implementation of Parking Benefit Districts
Contract Activity 4

- Task 1 The City of Austin will install the parking meters/pay stations and begin the promotion of alternative transportation options. Targeted audiences include automobile drivers parking within the neighborhood, residents in the neighborhood, and visitors and employees in the destination area. The campaign will inform those parking in the neighborhood of the effects of that choice such as reduced quality of life for residents and reduced air quality and will suggest alternatives to avoid driving to the destination. Central to the promotional campaign will be creating an awareness of alternatives for those that drove and parked in the neighborhood.

- Task 2 The City of Austin will affix logos with the message to use alternative transportation to the parking meters in order to be seen by a captive audience putting money into the meter.

- Task 3 The City of Austin will place parking signs designating the area of the Parking Benefit District around the boundaries of the district and also include the same logo found on the parking meters. The logo, as well as the program website, will also be present on posters posted and on brochures available at destination businesses. The brochures will contain a complete listing of alternative transportation options to the destination.

Timeline October 31, 2005 - August 31, 2006

Deliverables

- 1. Electronic artwork and specifications for:
- 2. Graphics and logos for parking meters, parking signs, posters and brochures
- 3. Door tag hangers

Activity 1.5 Monitoring
Contract Activity 5

The program will be monitored throughout the course of the grant to analyze the effects of the program on reducing on-street parking demand and automobile use. Monitoring methods include interviews with destination businesses and residents and postcard and

website surveys. The destination businesses, residents and visitors will be surveyed before (See Activity 1.3 Deliverables) and after the establishment of the Parking Benefit District at six months and one year to determine any change in transportation modal split to destination, (indicated by change in on street parking demand,) and satisfaction with the Parking Benefit District program.

The measures of program success include the following:

1. Reduction in spillover parking demand
2. Reduction in use of destination parking lots
3. Increase in alternative transportation modes to destination
4. A decrease in vehicle miles traveled
5. Perception of impact on customer base
6. Resident satisfaction with program
7. Business destination satisfaction with program

Deliverables Post-marketing report will include:

1. Six and 12-month Program Evaluation Reports
2. Analysis of success measurements
3. Survey results

Timeline October 31, 2005 - August 31, 2006

Activity 1.6 Replication Package for States **Contract Activity 6**

Task 1 The City of Austin will devote staff time to creating a website containing a program summary, lessons learned and replicable components of the program, including the graphics for the parking meters, signs, brochures and posters. Several organizations that have websites devoted to transportation issues will be contacted and asked to include the link to the program's website.

Timeline July 1, 2005 - August 31, 2006

Deliverables

1. Website
2. Program framework and lessons learned
3. Replicable components of the program in downloadable form (including the graphics for parking meters, signs, brochures, and posters.)
4. Links to program website on other transportation websites

**Activity 1.7 Communities in Motion Workshop
Contract Activity 7**

Grant funding will support the grant administrator's attendance at the *Communities in Motion* workshop to explain first hand the program, its implementation, and its benefits.

Timeline Dependent on EPA scheduling of conferences

Deliverable Attendance at Communities in Motion Workshop contingent upon EPA holding the workshop and inviting the City of Austin to participate.